PUBLIC ARCHIVES OF NOVA SCOTIA

Annual Report of
the Board of Trustees
for the year 1983

REPORT OF THE BOARD OF TRUSTEES

OF THE

PUBLIC ARCHIVES OF NOVA SCOTIA

For the Year 1983

To His Honour

The Honourable Alan R. Abraham, C.D.
Lieutenant Governor of Nova Scotia

May it please Your Honour:

I have the honour to submit the report of the Provincial Archivist to the Board of Trustees of the Public Archives of Nova Scotia for the year 1983, together with a statement of receipts and disbursements for the period April 1, 1983 to March 31, 1984.

Respectfully submitted

John M. Buchanan
Premier

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PUBLIC ARCHIVES OF NOVA SCOTIA

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REPORT

OF

THE PUBLIC ARCHIVES OF NOVA SCOTIA

1983

In the survey on Archives made by the Canadian Historical Association in the autumn of 1982, it was learned that more academic historians used provincial archives than any other archival repository, but that most visited at least three archives. They spent a long period of research (15% one week, 17% two weeks, 21% three weeks, 17% one month, and 13% two months); this finding is borne out by our own observations at the Public Archives of Nova Scotia. A striking and encouraging trend is the new importance of maps and plans, visual records and machine-readable archives.

Since 1951 the Public Archives of Nova Scotia has experienced an increase from a user figure of 2,000 patrons for the year to almost 2,000 users a month in 1981, the period of the Wilson Report on *Canadian Archives*. In 1983 there were 24,081 researchers, while 30,415 registered at the security desk. Although the budget increased from $29,000 in 1951 to $685,000 thirty years later, the percentage of the total provincial budget used for the Archives has decreased from .06% to .03%, while the costs of operating the new facility are much higher proportionately than the old building; in consequence not enough dollars are spent on providing necessary services (see page 51).

But no longer are the majority of users academics. They are joined by local historians, writers, social studies teachers at all levels, students enthralled by the excitement of local research projects, parents commandeered to assist them, genealogists, ethnic groups, senior citizens, those interested in heritage, architecture and the built environment, photography, films and radio, businesses and women's history, medicine and tourists — to mention a few.

RESEARCHERS

Various university or other institutional groups with special grants do their research at the Public Archives — often taxing our resources for microfilm readers and archival staff — as this is in the summer when many tourists and genealogists visit us. We have only maintained the standard of service through the untiring efforts of archivists and research assistants and by calling upon summer Provincial Employment Personnel.

The Nova Scotia Newspaper Survey is a federal summer student employment project (sponsored by the National Museum of Man and supervised by the Nova Scotia Museum) to begin recording eighteenth century newspaper advertisements for a data base of historical documentation. In 1983 it employed six students who did their reserach in the newspaper collection of the Public Archives of Nova Scotia. For three months a professor of the University of Ottawa directed two of his research assistants on a project on Nova Scotian prices, 1750-1870. He mentioned the desirability of the Nova Scotia Archives having a hookup for computer terminals. Others came on behalf of "The Canadian Musical Heritage", an anthology of early Canadian music. Dr. Ernest R. Forbes, professor of history at the University of New Brunswick, was given permission for the experimental use of his own microprocessor in taking and processing historical notes. This proved interesting to our staff and may be a precursor of the future.

Those on a federal community works grant for the Queens County Historical Society came for a few days for an orientation tour and to learn how to use our sources. A team from the New Brunswick Department of Agriculture came to do research on agriculture. Considerable research is being done for two national exhibitions of the Art Gallery of Nova Scotia: the marine painter John O'Brien and "Samplers."

TEMPORARY STAFFING

Our regular staff has been augmented by temporary employees provided by provincial summer and winter works projects, under the general supervision of our assistant archivist, Mr. Allan Dunlop. We have been most fortunate in being awarded seven-

teen casual employees for Provincial Winter Works by the Department of Development from January 23 to April 14, 1984 which will enable each department to make progress on the backlog of sorting and cataloguing. Under the supervision of Ms. Wendy Thorpe, work has continued all year with organizing two tonnes of Halifax Relief Commission material with three employees funded by federal HRDA. (See page 24).

CORRESPONDENCE

Correspondence handled has almost doubled to 7,415, an increase of 3,366. This perhaps reflects an ever-growing interest in genealogy, developed through such events as the International Gathering of the Clans and the Loyalists' Bicentennial (see pages 12-14, 42). Archivists, research assistants, secretaries and typists have struggled nobly to cope but it has meant delays in cataloguing material and that practically no finding aids or inventories have been typed.

ADMINISTRATIVE OFFICER

Mrs. Marjorie McElmon has continued as our most capable administrative officer and her assistance has been invaluable in the preparation of the budget for 1984-85 and in obtaining every saving in these times of financial restraint. She has also carried out the duties of secretary to the Board of Trustees of the Archives.

ASSISTANCE TO LOCAL SOCIETIES

Although the Public Archives of Nova Scotia has tried to respond on an informal basis to local historical societies, religious archives and local museums for advice in organizing, cataloguing and preserving their archival collections, we wish we had the resources to provide these services on a regular basis. Visits such as those of Dr. Blakeley to the Maritime Conference Archives; Mr. Dunlop to the Queens County Historical Society and to the Tatamagouche Archival committee (page 45); Ms. Morris to the Port Hastings Historical Society (pages 24-25); Ms. Campbell to the Shelburne Historical Society on the care and cataloguing of photographs (page 44); and Mr. Shutlak's talks on "How to use Archives" (page 47) are steps in the right direction.

CONSERVATION

Conservation has been identified by the provincial Ministers of Culture as an important concern for all archives in Canada. The Provincial Archivist is a member of the Provincial Conservation Committee, chaired by Mr. Allison Bishop, Director of Culture. Unfortunately their budget has been sharply curtailed, but it has still been possible for this committee to arrange for the conservation of the Anti-Confederation Election Banner by the Canadian Conservation Institute of Ottawa.

Two staff members (Wendy Duff and Brian Cuthbertson) are members of the Committee of the Atlantic Provinces Library Association for the Conservation of Library Materials, which is concerned with paper conservation and the preservation of books. In 1983 two workshops for Halifax librarians and APLA librarians were held in our bindery by Alice Harrison, lecturer at the Dalhousie Library School and our book-binder, Lewis Sawler. We are training a book-binder as part of a federal training program for disadvantaged persons; it is hoped he will eventually set up in business on his own behalf.

FEDERAL GRANT FOR CONSERVATION

In September the librarian and newspaper librarian were successful in applying for a federal grant to hire five persons for one year under the Unemployment Insurance Job Creation for the conservation and preservation of valuable collections of Nova Scotiana (including newspapers), to ensure public accessibility to rare books and newspapers. This provided $62,400 for salaries, but it is necessary for the Public Archives of Nova Scotia to assume expenses of additional supplies and microfilm (amounting to at least $4,000) which was not budgeted for.

MICROFILMING OF NEWSPAPERS AND MANUSCRIPTS

As the newspaper librarian has pointed out in her report, the deterioration of newspapers has reached crisis proportions; furthermore, many priceless manuscripts need to be filmed for their protection. Ms. Whyte is chairperson of a provincial committee working with the National Library on "Newspaper Collection, Preservation and Conservation in Nova Scotia" and preparing a provincial plan.

Since 1952 the Public Archives of Nova Scotia has had an on-going, in-house program of microfilming newspapers which operated adequately into the 1970's through the use of a single 35mm camera. When we moved into the new building in 1980 we acquired an additional camera, but not the permanent staffing for the second micrographer. Thus we have had to use summer and winter works programs to pay the operator — a method which does not always produce skilled personnel.

Despite being now stored in maximum environmental conditions, the newspapers produced through the pulp-sulphate process are self-destructing at an alarming rate. At present a number of newspapers which are held nowhere else in Canada are closed to researchers because of their state of decomposition. Further delay in the filming of these items will only result in a poorer quality film.

The Public Archives has done some microfilming each year of church records, manuscripts, and newspapers borrowed from local historical societies, individuals and municipal records. However, an insufficient budget means we often have to delay the development of positives for use in the Archives. This lack of money also means that we cannot provide positive copies of films free of charge to local societies or churches who lend us material.

Genealogy is now the biggest hobby in North America. Approximately forty percent of the researchers at the Public Archives of Nova Scotia are genealogists and probably sixty percent of the written queries are of a genealogical nature. To try to respond to this ever-growing user pattern, we had been actively asking churches to loan records for microfilming; but had to cut back when only one camera was operating. Yet the International Gathering of the Clans, the Loyalists' Bicentennial and various family reunions have substantially increased demand.

GENEALOGICAL SOCIETY OF UTAH

In the late 1960's the microfilming program was supplemented by an agreement between the Government of Nova Scotia and the Genealogical Society of Utah whereby they were given permission to microfilm provincial wills and deeds dated up to 1900 on condition that a copy of each microfilm produced be deposited

with the Public Archives of Nova Scotia. We began to receive these in 1968 and they are an invaluable aid to researchers. However, many of these microfilms are negatives, and positive copies should be made for public use. Also for the past three years the Utah operator has filmed various provincial vital statistics in our custody. The value of this program has been about $85,000. Only the filming by the Genealogical Society of Utah has enabled us to avoid a microfilm crisis. Unfortunately the program ends this year.

CONSERVATION OF IMAGES

We are grateful to Dr. J. Murray Beck for his donation which enabled our picture archivist, Margaret Campbell, to attend the conference of the Rochester Institute of Technology on "The Preservation of Black and White Photographic Images". This knowledge will be valuable in caring for our Archives collection, and will enable Ms. Campbell to better advise local historical societies. She spoke to the Shelburne Historical Society on the care and cataloguing of photographs. The picture archivist has drawn attention in her report to the need for establishing our photo lab (see page 33). For the past year, funds previously voted by the Provincial Conservation Committee have been used for printing glass negatives in our collection. In her report last year the Film/Sound archivist explained the importance of copying films, and again has emphasized the need for extensive preservation and conservation of the Margaret Perry Collection (see page 35).

THE INTERNATIONAL GATHERING OF THE CLANS

As always the Public Archives continued to attract researchers and visitors interested in many fields. The International Gathering of the Clans and the Loyalists' Bicentennial both brought many visitors, among whom was the Duke of Montrose, who is proud to be a Knight Baronet of Nova Scotia. Clan Campbell, Clan McPherson and Clan Ross held meetings in the Akins Room. The Provincial Archivist was invited to the banquet of Clan Keith in honour of the Earl and Countess of Kintore.

LOYALISTS' BICENTENNIAL

"Unshaken Attachment: The Loyalists in Nova Scotia 1779-

1809", our exhibition marking the Bicentennial of the principal year of settlement, was officially opened on February 10th by the Chairman of our Board of Trustees, the Hon. John E. Shaffner, the Lieutenant-Governor of Nova Scotia. Also present were Mary Gillis, chairwoman of the United Empire Loyalists' Bicentennial, Edward Morrisey, president of the Halifax-Dartmouth United Empire Loyalists and Dr. Stephen Bedwell, president of the Royal Nova Scotia Historical Society. A musical program was provided by the Oxford Players and students of the Halifax Schools Music Department Senior Flute and Clarinet Ensembles, and Sandy Greenberg sang a Loyalist song she had written for the Bicentennial. Refreshments were provided by the Halifax Dartmouth Branch, co-sponsors of the opening. Hugh Taylor, former archivist, arranged this successful exhibition, which was open to the public until October 10th. The event drew considerable television and newspaper publicity, and there were many visitors. "Unshaken Attachment" was the chief contribution of the Public Archives of Nova Scotia to the Loyalists' Bicentennial.

Staff assisted large numbers of researchers, visitors and tourists making enquiries on various aspects of the life of the Loyalists. The theme of the Atlantic Canada Institute program held at the University of King's College in July was "The Loyalists in Atlantic Canada: 1783-1983". Dr. Brian Cuthbertson participated in the A.C.I. program. Dr. Phyllis Blakeley took part in the successful workshop organized by the Genealogical Association and held at the Public Archives on "Loyalists Settling In", at which she spoke on "An Historical Introduction to the Loyalists of Nova Scotia".

As Dominion Vice-President for the United Empire Loyalists' Association of Canada, Dr. Blakeley attended their first convention to be held in the Maritimes, with meetings in Fredericton, Saint John, Digby and Shelburne. About 350 Loyalist descendants were attracted to Shelburne during the Canada Day weekend for the 200th anniversary of the Loyalists' arrival. The Provincial Archivist was the guest speaker at the banquet. *Eleven Exiles: Accounts of Loyalists of the American Revolution*, edited by Phyllis R. Blakeley and John N. Grant and to which Dr. Blakeley contributed essays on Francis Green and Boston King, was "launched" by Dundurn Press of Toronto at Shelburne during the National Convention of the United Empire Loyalists'

Association. The Provincial Archivist was interviewed in November by David Cayley, Toronto freelance journalist, for a two-part radio program on "The Loyalists: A look at the people and the myth", which was produced for the CBC "Ideas" series.

Dr. Brian Cuthbertson's book, *The Loyalist Governor: Biography of Sir John Wentworth*, published by Petheric Press, was "launched" at Province House. The Nova Scotia Branch of the Canadian Authors' Association held a reception in the Akins Room on June 28th for the publication by Lancelot Press of the book *Loyalists in Nova Scotia: Biographies of Loyalist Settlers*. This volume was their contribution to the Loyalist Bicentennial. A preview of a CBC television program, "The Loyalists", in the series "The Undaunted", was shown in the Akins Room on November 4th along with "Louisbourg — Then And Now". Don Brown, the producer, was present, accompanied by Knowlton Nash.

LOYALIST GUIDE

After nearly two years of effort by Dr. Brian Cuthbertson and part time staff, *The Loyalist Guide: Nova Scotian Loyalists and Their Documents*, has been published by the Archives. *The Loyalist Guide* is a three hundred page (over 1,500 entries) annotated bibliographic guide to sources about the Loyalists (from 1775 to 1830) that are held in the Archives. Although the Archives managed the project, the funds came entirely from the Provincial Employment Program, the United Empire Loyalists' Bicentennial Association for Nova Scotia, and the MacDonald-Stewart Foundation. After expenses are met, the return from the sales of the guide will be deposited with the projected Loyalist Foundation to be established at the University of King's College.

NOVA SCOTIA HISTORICAL REVIEW

In 1983 the two issues of the *Review* were largely devoted to the Loyalists. Another issue on the Loyalists is planned for the spring of 1984. The financial position of the *Review* remains tenuous and only a special grant from the Department of Culture, Recreation and Fitness provided the necessary funds to publish the autumn 1983 issue. Funding is guaranteed for 1984, but a permanent form of funding will have to be found for 1985. This may

entail a separate budgetary item in either the Archives budget or that of the Department of Culture, Recreation and Fitness. Dr. Brian Cuthbertson continues as managing editor.

PROVINCIAL ARCHIVIST HONOURED BY SAINT MARY'S UNIVERSITY

At the May convocation Saint Mary's University conferred the degree of Doctor of Letters (honoris causa) upon Dr. Phyllis Blakeley in recognition of "her accomplishments as historian, archivist, author and educator". The citation read in part ". . . it is appropriate that today Saint Mary's University, which fosters regional studies through programmes such as those offered in its Atlantic Canada Studies, should give recognition to a woman who has made an incalculable contribution to historical awareness in this province. . . in recognition of her accomplishments as historian, archivist, author and educator".

ANTI-CONFEDERATION ELECTION BANNER

On May 16th Senator Richard A. Donahoe and Mrs. Eileen (Boyd) Donahoe presented to the Provincial Archivist an election banner used in the Confederation Election in Halifax in September 1867. The large banner (1.24cm x 2.13cm) was made from a bed sheet and hung on Barrington Street prior to the provincial and federal elections which were both held on the same date, September 18th. It proclaimed that Nova Scotians had been "BETRAYED for 80 cents a head" and urged support for the Anti-Confederate candidates, Patrick Power, A.G. Jones, Jeremiah Northup, James Cochran and Henry Balcam. Both Senator and Mrs. Donahoe are related to candidates named on the banner. Senator Donahoe's grandfather married a daughter of Henry Balcom (spelled Balcam on the banner) and Mrs. Donahoe's grandmother Mary Power McIsaac, who preserved the banner, was a daughter of Patrick Power, M.P. Their sons (the Hon. Arthur Donahoe, Speaker of the Legislative Assembly, and the Hon. Terrence Donahoe, Minister of Education) and other members of the Donahoe and Boyd families attended the ceremony. Dr. Peter Waite, author of *The Life and Times of Confederation, 1864-67*, described Halifax and the 1867 Elections. The banner is to be restored in 1984 by the Canadian Conservation Institute of Ottawa.

DALHOUSIE LAW SCHOOL CENTENARY CELEBRATIONS EXHIBIT

We were happy to co-operate with a committee of the Dalhousie Law School in lending them the Chase Room for the exhibition of "The Dalhousie Law School Tradition 1883-1983", to mark one hundred years of legal education at Dalhousie. Opened on Saturday, October 29th, by Mr. Ronald Wallace, Mayor of Halifax, during the centennial celebrations, it will be on display till the middle of February, 1984. The Archives staff provided considerable time and effort in support of this Centenary Exhibit.

PROVINCIAL RECORDS MANAGER

The main purpose of the Public Archives of Nova Scotia is the collection and preservation of the records of various departments and agencies of the government of Nova Scotia which are required for legal and constitutional purposes, to understand the function of the various departments, and to enable future generations to study and appreciate the province's heritage.

The information explosion and the expansion of government departments have made it impossible for all records to be saved. In the past the survival of certain manuscripts was often accidental, although some departments had excellent records management systems and regularly transferred valuable records to the Nova Scotia Archives. The appointment of a Provincial Records Manager is an important step towards the scheduling of records of all departments and the systematic transfer of those which are to be saved to the Public Archives of Nova Scotia (see page 17). The proceedings of the Legislature are no longer limited to papers, for 519 vinyl disc recordings of various sessions of the Nova Scotian Legislature since 1957 have been transferred to the Film and Sound Department.

ACCESSIONS

In 1983 there have been 558 donations from individuals, institutions, businesses, estates and government departments and agencies. The larger and more important gifts are listed in the department reports. The Public Archives of Nova Scotia has received a designated status from the federal Minister of Communications and may issue tax relief receipts for gifts of cultural

property. This has influenced the executors of some estates containing valuable business and genealogical material to donate such material.

GEORGE COLLECTION

Mr. Robson Lowe of Bournemouth, England, from whom the Public Archives purchased the George Collection last year under a grant from the federal Cultural Property Export and Import Act and the provincial Department of Culture, Recreation and Fitness, has presented 100 letters and other manuscripts which recently came into his possession. These are chiefly concerned with Sir Rupert George's duties with the Transport Office and his dealings with French prisoners-of-war (1798–1814) and visits to France in 1786 and 1814.

SHAND BEQUEST

Part of the bequest from the estate of the late Miss Gwendolyn V. Shand of Windsor, Nova Scotia, who researched ships and shipbuilding in Hants County, was used to purchase 1300 shipping documents of Captain Samuel Kempton (1848–1910) of Milton and Liverpool, Queens County. He was captain of the schooners *On Time* and *Rival* which carried passengers and cargo from Liverpool to Boston. These manuscripts add to our knowledge of trading links by sea between the south shore of Nova Scotia and Massachusetts. Selections from the collection were on exhibit on the third floor in November and December.

DEPARTMENTAL REPORTS

TEXTUAL PUBLIC RECORDS (Dr. Brian Cuthbertson, Wendy Thorpe, Sandra Haycock)

Ms. Doreen Roberts was appointed Provincial Records Manager in June 1983. Since her appointment she has been taking steps in co-operation with various government departments to determine what records should be retained in the Record Centre. She has also prepared a draft management manual on records management. The departments participating have greatly appreciated her help and have fully co-operated with her in her efforts to institute modern records management procedures. She has been given a tour of the Archives and is fully cognizant of the Archives'

cataloguing systems and holdings of public records, and has given an illustrated lecture to all the staff. During the forthcoming year detailed discussions will take place concerning the Archives' assumption of responsibility for the Records Centre.

The lack of shelving has forced the Archives to refuse any more records from the Court House for the time being. No shelving has been erected for the court records accepted in 1982; they remain stacked box on box, a highly unsatisfactory arrangement. Although the numerous demands of the Prothonotory's Office for photocopies and case files have been promptly met by the Archives, the result has been that the Archives is now performing a clerical service for the Courts.

Principal Accessions of Public Records

1. RG 5. *Legislative Assembly*. Records for 1981, including Clerk's Minutes, House orders, Resolutions and Speech from the Throne. Also papers of the Association of Clerks-at-the-Table in Canada, 1969-79, and the Society of Clerks-at-the-Table in Commonwealth Parliaments, 1976-79. 1.5m.

2. RG 10. *Office of Attorney General*. Bulletins and Correspondence of the Interdepartmental Committee on Human Rights, 1962-68; Coroner's Reports, 1920-62; Fatal Injury Act Reports, 1969-74; Atlantic Provinces Premiers' Conference, 1957-69, file; Federal-Provincial Conference, 1965, file; Dominion-Provincial Conference on Correctional Reform 1958, file; Tax Rental Agreement, 1953-57, files; Federal Provincial Tax Sharing Arrangements files; and Oxford Paper Company Arbitration Case file. 4m.

3. RG 13. *Customs' Papers (Grant Collection)*. Records of the Port of Guysborough, Nova Scotia and outports, mainly 1870's and 1880's. 1m.

4. RG 14. *Series S, School for the Blind (Sir Frederick Fraser School)*. Correspondence, financial records, reports, journals, and publications, 1920's-1950's. 36m.

5. RG 32-102. *City of Halifax. Series 1*, City Council Records and Minutes, 1970-80. 13.5m; *Series 19*, Assessment Records and Rolls, Court of Tax Appeal, Assessor's Correspondence,

1920's-1970's. 20m.

6. RG 35-306. *Municipality of Chester*. Assessment Records and Tax Collector's Rolls, 1900-76. 6.6m.

7. RG 35-312. *Municipality of Halifax County*. Financial Records and Accounting Department's ledgers, accounts books and journals, 1902-67. 4.2m.

8. RG 38, RG 39, and RG 42. *Cumberland County Court Records*. Court cases for the County Court, Supreme Court, Coroner's Inquests, and Magistrate's Court, 1887-1962. 9m.

9. RG 44. *Akerley/MacDonald Inquiry* into the Membership and Representation on the Metropolitan Authority of Halifax, Dartmouth and the Municipality of the County of Halifax. Briefs and report, 1983. RG 44 Vol. 112. 15cm.

10. RG 44. *Canadian Regional Publishing*. Report of the Provincial Ministerial Advisory Committee of the Department of Education on Canadian Regional Publishing. Briefs and final report, 1983. 8cm

11. RG 67. *Maritime Provinces Higher Education Commission*. Correspondence, Reports, Minutes and Briefs, 1980-83. (Restricted Access). 1m.

12. RG 68. *Civil Service Commission*. Six volumes of files from the office of R.A. Falconer, Director of Classification, 1960-1978. 1.5m.

Preparation of Finding Aids

The shortage of typists has practically halted the typing of inventories and finding aids, so vital to researchers. A word processor and an operator would be the most efficient way to prepare and update inventories and finding aids.

1. RG 31. *Treasury Papers*. Series 120, Public Works and Services have been sorted, listed and numbered.

2. RG 34-321. *Shelburne County General Sessions of the*

Peace. A seventy page Finding Aid was completed for more than 7,000 documents of this collection. The collection was also microfilmed. The completion of this project was entirely the result of the volunteer efforts of Elinor Walker, Marjorie Barteaux, Sally King, Jean Peterson and Yvonne Lewsey. These same volunteers are now engaged in sorting the Shelburne County Inferior Court of Common Pleas.

3. RG 35-306. *Municipality of Chester*. A thirty-eight page Finding Aid was completed for this collection which consists of 708 Assessment Rolls, 1910-76, and 445 Tax Collector's Rolls, 1900-70.

4. RG 41. *Coroners' Inquests and Medical Reports*. A two hundred page Finding Aid was completed for inquests and reports for the County of Halifax, 1828-1928. It provides a listing of over 2,000 deceased persons, with cause of death.

MANUSCRIPTS (Allan Dunlop, Wendy Thorpe, Sandra Haycock)

In a survey by the Canadian Historical Association it was learned that manuscripts are still the source most used by academic historians. The assistant archivist has continued his efforts to acquire manuscripts from private individuals and societies, and the briefs and working papers of provincial Royal Commissions and Task Forces. Ms. Wendy Thorpe has kept in touch with municipalities about the transfer or microfilming of their records. Municipal records may well be the most neglected archival treasures in Nova Scotia, and in recent years the Public Archives has expanded its collection.

1. MG 1. *Lela Crist Collection* Correspondence, newspaper clippings, photographs, art work, 1930's-1983. 22cm.

2. MG 1. *Trevor Jones Collection*. MG 1, Vol. 2136, 1953-73.

3. MG 1. *Kenneth Leslie Collection*. 7m. MG 1, Vol. 2190-2247, 1840-1972 (Content report available). (Restricted).

4. MG 1. *Barbara Murray Collection*. MG 1, Vol. 2116 (1951-1972).

5. MG 1. *Maritime Missionaries to Korea*. Correspondence,

diaries, reports, etc. of Rev. Dr. Duncan McRae, Dr. Robert Grierson, Rev. Dr. William Rufus Foote, Rev. Alexander Robb, Dr. Florence Murray. 7m. MG 1, Vol. 2248-2351 (Content report available). 1898-1960 (Restricted).

6. MG 1. *Putnam-Cossette Collection*. A collection of correspondence, newspaper clippings, genealogical notes and charts for Hants and Colchester County families. 2m.

7. MG 1. *Jean Lindsay Ross, New Rochelle, New York*. Two notebooks of her account of the Halifax Explosion of 1917. She was a student at Dalhousie University at the time of the disaster.

8. MG 1. *Sherman Zwicker Papers*. Mr. Zwicker served as Chairman of the Planning Act Review Committee until his appointment as Executive Director of the Union of Nova Scotia Municipalities. Transcripts of public hearings, briefs and working papers of the Planning Act Review Committee. MG 1, Vol. 2108-2112. (Content report available), 1974-1980. 1.2cm.

9. MG 2. *Political Papers. J.H. and D.C. Sinclair*. Two individuals involved with the Liberal Party in Pictou County. MG 2, Vol. 1250-1255. (Content report available), 1890-1952. 60cm.

10. MG 3. *Business Records. Halifax Meal Mills Co. Ltd.* Account Books, 1912-1963 1m; *Halifax Creamery Co. Ltd.* Day Books, Ledgers, Journals, 1919-63. 1m.

11. MG 3. *Business Records. F.M. Powers Drug Store*. Gottingen Street, Halifax, Nova Scotia. Prescription Book 1899-1900. 137 pp.

12. MG 3. *Business Records. Grace Shafner Collection*, Granville, Annapolis County. Ledgers of Lawrence Campbell Willett, Granville 1842-79. (Vols. 5999-6002); Day Books of William McCormick, Granville Ferry, 1871-88 (Vols. 6003-6009); Cash Books and Ledgers of E.A. Amberman, 1871-1905 (Vols. 6024-6034); account books of the Brig *Java*, 1866-67 (Vol. 6013); Barque *Granville Belle*, 1874-75; Schooner Amora, 1895-97; (Vol. 6015); Schooner *Odd Fellow*, 1878, (Vol. 6016).

13. MG 4. *Community Records. Janetta Dexter Collection.* Pioneers on the Mountain — Hampton and Port Lorne, Annapolis County, 1790-1900.

14. MG 15. *Stephen Aronson Collection*, (Restricted).

15. MG 20. *Atlantic Association of Sociologists and Anthropologists.* Correspondence, minutes, newsletters, reports, membership lists, 1975-1983. 75cm.

16. MG 20. *Atantic Filmmakers' Co-op.* Correspondence, financial records, 1973-1981. 2.5m.

17. MG 20. *Canadian Authors' Association (Nova Scotia Branch).* Minutes and reports, correspondence, newsletters, press clippings, 1973-1983. 22.5cm.

18. MG 20. *Gilbert and Sullivan Society, (Halifax).* Newsletters, photo albums, 1981-1983. 15cm.

19. MG 20. *Halifax Junior Bengal Lancers.* Minute Books, Files, 1954-1974. 60cm.

20. MG 20. *Imperial Order, Daughters of the Empire.* (Hon. W.S. Fielding Chapter). Minute Books, 1945-1975. 15cm.

21. MG 20. *Imperial Order, Daughters of the Empire.* (John Stewart Chapter). Minute Books, reports, press clippings, financial data, 1917-1980 (mainly 1940's-1982). 1m.

22. MG 20. *Imperial Order, Daughters of the Empire.* (Major J.W. Logan Chapter). Scrapbook, guest book, charter, membership list, 1941-1983. 30cm.

23. MG 20. *Multicultural Association of Nova Scotia.* Card index files, questionnaires, proofs for newsletter, press clippings, miscellaneous, mainly 1970's. 8m.

24. MG 20. *Nova Scotia Designer Craftsmen.* Correspondence, financial records, minutes, reports, miscellaneous, 1970's-1980. 3.6m.

25. MG 20. *Nova Scotia Provincial Exhibition Commission.* Cor-

respondence, financial records, mainly 1950's-1970's. 4.2m.

26. MG 20. *Oddfellows Collection*. Minute books, financial records of several different lodges in the Halifax and South Shore area, 1897-1978. 2.7m.

27. MG 20. *St. Paul's Alms House of Industry for Girls, Halifax, Nova Scotia*. History, minutes and some correspondence. MG 20, Vol. 1325-1333. 1.1m.

28. MG 20. *Wanderers' Amateur Athletic Club. Halifax, N.S.* Minutes, 1920-1983. (Incomplete). 10cm.

29. MG 20. *A Woman's Place*. This collection includes material on the day-to-day operations of the resource centre operated by A Woman's Place, as well as material on issues relating to women. Approximately 1.5m. (Restricted).

30. MG 27. *Halifax Explosion Reconstruction*. Repair job ledgers. 1918-1919. MG 27, Vols. 8, 9.

31. MG 29. *Sons of Temperance (Nickerson Collection)*. Minutes of various divisions, mostly in the Annapolis Valley, 1865-1967. 45cm.

Preparation of Finding Aids (Wendy Thorpe)

1. MG 35. *Dawson Memorial Hospital*. In the summer of 1983, a 300 page Finding Aid was completed for patients' records of the Dawson Memorial Hospital, Bridgewater, 1951-1959. This was accomplished largely through the efforts of evening and weekend staff, who listed over 10,000 individual records. (Restricted).

2. MG 36. *Halifax Relief Commission*. In December 1983 a Finding Aid was produced for the Halifax Relief Commission material. This provided a preliminary listing of over 300 boxes and ledgers. As well, a more detailed Content Report is underway and is expected to require several months to complete.

Special Projects

MG 30. Halifax Relief Commission Project.

From January 4 to December 30, 1983 a special project was conducted on the premises of the Public Archives of Nova Scotia to sort and catalogue over two tons of records of the Halifax Relief Commission. These records, which pertained to the Halifax Explosion of 1917, had been discovered in the autumn of 1982 in an office building at 5555 Young Street in Halifax. Through the efforts of the Human Resources Development Association, a federal grant was obtained to assist in the project, thus enabling the Association to hire persons from the ranks of the unemployed (Enus Crawford, Lorraine Hobbs, Ruth Moulton, and Mavis Symonds, this last position terminating after three months). Under the direction of Wendy Thorpe, Public Records Archivist, these persons organized, cleaned, labelled, wrapped, and filed some 250 linear feet of material. In the summer of 1983 they were assisted by Sarah McCleave, a student who filed correspondence and property records. By December of 1983, the main objectives of the project had been realized and a preliminary listing had been prepared. A more detailed Content Report was expected to be produced in ensuing months by evening and weekend staff. The project has been of great benefit to both the Public Archives of Nova Scotia and to the workers: not only was a major manuscript collection organized; the workers also became acquainted with archival procedures and practices and obtained valuable job experience which they might not have otherwise acquired.

GENEALOGY (Julie Morris)

Correspondence. With the help of research assistants Darlene Brine, Mary Ellen Wright and Barry Cahill, the queries have been kept up to date. However, each year the number of letters increases, and it is impossible for one person to answer queries, take care of manuscript duties, and provide advice for those desiring genealogical consultations.

The Genealogical Association of Nova Scotia

The Genealogical Archivist (Julie Morris) is beginning her second and final year as Editor of *The Nova Scotia Genealogist*. This was

a very successful year for the Genealogical Association of Nova Scotia, with the new executive and new format for the newsletter, in addition to the increase of membership from about 700 to 1,100 (September 1983). The Nova Scotia Genealogist is regarded as one of the finest genealogical magazines in North America. The Association hosted a seminar in conjunction with the Atlantic Canada Institute, July 20, 1983, celebrating the Bicentennial of the Loyalists in the Maritimes. The seminar included local Loyalist history, Hessian, Black and Scottish Loyalists, plus a lecture on Prince Edward Island Loyalist immigration. The first general meeting of the Genealogical Association of Nova Scotia was held on May 14th at the Public Archives. This winter the Association is giving a monthly mini-lecture series in the Akins Room.

Genealogical Institute of the Maritimes

This Institute is Canada's first agency for certification in the profession of genealogy and family history and was formed under the auspices of the Council of Maritime Premiers. It has been federally incorporated with a mandate to establish some mechanism for qualification in the field of genealogy and to set standards of practice, provide lists of qualified persons and to encourage proficiency with the field. The Public Archives of Nova Scotia (with the provincial archives of New Brunswick and Prince Edward Island, le Centre d'Etudes Acadiennes (Moncton), and the genealogical societies of Nova Scotia, New Brunswick and Prince Edward Island) has participated in the formation of the Institute. Dr. Blakeley and Julie Morris have attended these founding meetings.

Assistance to Societies

At the beginning of May the genealogical archivist visited the Port Hastings Historical Society and Museum to assist the society in organizing their archival collection. This collection consists of photographs, books, school registers, assessment rolls, bibles, newspaper clippings and correspondence from local individuals. A visit in December will help Miss Morris to evaluate their progress.

The month of July was particularly busy with Loyalist queries from those attending the Atlantic Canada Institute Pro-

gram and those registered for *Elderhostel*. Elderhostel is a program for senior citizens co-ordinated in Halifax by Dalhousie University Continuing Education, which lasted for three weeks from July 18 to August 5. The Genealogical Archivist organized the schedule for "Regional Roots" and each week gave the introductory lecture and slide-show about the Archives. Many visitors attending various Clan Gatherings and family reunions came to the Nova Scotia Archives to do genealogical research.

LIBRARY (Wendy Duff)

Acquisitions

	1983	**1982**
Monographs	623	582
Periodical issues	1,253	1,399
Vertical files	456	298
Annuals	441	359
Microfilm reels	47	79
Microfiche	146	112
Town Council Minutes	254	336
TOTAL	3,220	3,165
Items catalogued	1,657	1,610
Volumes bound	229	210

In August, 1983 Marcia Aronson took a thirteen month leave of absence and Wendy Duff was hired to fill the position of librarian in her absence.

Elizabeth Reardon and Gwen Whitford were employed for the summer through the Provincial Employment Program to do a shelf reading. During the summer half the collection was checked and cleaned. Many items were mended, recatalogued and placed in vertical file boxes.

The librarian and newspaper librarian applied for and received a grant under the Unemployment Insurance Job Creation Program which enabled us to hire five people for one year. Two of these people are working in the library, continuing the shelf reading and conservation work, begun in the summer. By January, they should be shelf reading the Akins collection.

Throughout the year, displays on Nova Scotia fisheries,

work baskets and book binding have been prepared. Brian Savage, a student from the Dalhousie University School of Library Service, was placed in the Archives library for his work experience.

The Canadian Institution for Microreproduction borrowed more material from our Akins Library for their project.

Both librarians attended meetings of the Nova Scotia Government Council, Atlantic Provinces Library Association Conservation Committee and the Ad hoc Newspaper Committee. In May Ms. Aronson attended the Atlantic Provinces Library Association conference held in Halifax.

Using money from the Dr. C. Bruce Fergusson Trust, the library purchased a selection of books, including *Proceedings from the Grand Lodge Ancient, Free and Accepted Masons of Nova Scotia* and Rev. John Lockward's *Holy Baptist: Its Mode; Subjects and Sacramental Nature, 1898*. Through the courtesy of Ms. Barbara Schaefer, the annual reports of the School for the Deaf from 1938–1976 were lent to the library for microfilming.

NEWSPAPERS (Mary Margaret Whyte)

The newspaper department has had to operate under budgetary restraints, as have all other departments. However, we have had the good fortune to partake in several special projects which have permitted the undertaking of necessary work.

The newspaper librarian continues to index the weekly newspapers as well as serve the public, answer queries and locate newspapers. The part-time staff are assisting with typing, indexing vital statistics from the weekly and daily newspapers, kardexing and filing of catalogue cards, but the backlogs continue in all areas. Unfortunately, the kardexing of the microfilm is still not complete. There are several reasons for this, the main one being that fewer part-timers are working on this project. All that remains is Halifax County, which is one-third completed. Once this is finished microfilms will be kardexed as they enter the collection and all currently received newspapers are kardexed as received.

Microfilming of the newspaper collection continues to be a

race against time while filming what becomes available. The newspaper department was fortunate to transfer some services of Lorraine Hobbs from the Halifax Relief Commission project. We share Lorraine with Public Records and on alternate weeks she does microfilming for us. Most of her filming for newspapers has been the Miscellaneous collection and the *Bedford-Sackville News/Daily News*. We also borrowed Labour Canada's collection of Nova Scotia Labour papers and copied them and we are preparing to exchange microfilms with Dalhousie University. As in past years, we purchased microfilms of newspapers in our collection when they were available, to save us having to film them later. Newspaper microfilms are now being processed in Amherst by Maritime Resource Management Service. This is slightly more expensive but the results are superior to our former arrangement. Due to budget restrictions in September we were reduced to developing negatives only and waiting to have positives printed later. This unfortunately means this material is closed to the public.

The newspaper department was involved in several special projects. We participated in the Dalhousie University School of Library Service work experience program and a student did some indexing and answered queries about the collection from the public. We also had a student from the Mount St. Vincent University Museum course do her project with us. This involved indexing a section of *Le Courrier de la Nouvelle Ecosse*, Nova Scotia's only French newspaper. We hope to continue assisting both these programs and their students. At the moment a student from the library school is considering us for her Systems Analysis project.

The newspaper department is a partner in the second floor successful application to Canada Employment Job Creation. We fortunately received the services of two people for a year — Geoffrey Aikens and Catherine Simpson. The primary aim of the project is to improve the organization of the originals in the collection and to earmark and prepare those most in need of microfilming. They also assist in desk duty, typing and indexing.

The newspaper department continues to be a busy place, with many demands placed upon it.

Statistics

Newspapers received*	New	Ceased	Total
Weeklies	3	1	31
Dailies			6
By-monthlies			5
Monthlies			8

Microfilm received	
1. Purchases and exchanges	101
2. Microfilmed in-house**	56
3. Total microfilm received between 1 December 1982 - 1 December 1983	136

*We do not receive all papers in original form. Some papers are purchased at the end of the year on microfilm and are not included in these figures, nor are they indexed. These microfilms are however, included in purchases and exchanges.

**This figure includes 21 microfilm without positives printed yet.

MICROFILMS (Philip L. Hartling)

Microfilms of manuscripts catalogued by the Public Archives of Nova Scotia during the year ending 31 December 1983

	Positives		Negatives	
	1983	1982	1983	182
Churches	25	18	25	18
Miscellaneous	9	22	9	22
Places	15	75	15	75
Biography	7	15	7	14
Manuscript and Record Groups	50	35	50	35
Microfilms received from other sources	309	356	33	1
TOTAL	415	521	139	165

During the past year Mr. Brenton Haliburton filmed 94 reels

of microfilm which consisted primarily of manuscripts, Mrs. Lorraine Hobbs filmed 119 reels of manuscripts, Mr. Gregory Clarke filmed 42 reels, and Mrs. Linda Cookson filmed 16 reels. Mr. Clarke was hired through the Provincial Summer Employment Programme and he filmed primarily the RG 5 collection (which consists of petitions submitted to the government) using the 16mm portable camera. Mrs. Cookson, who was hired through the Unemployment Insurance's Job Creation Program, is filming early Shelburne County records on the 16mm camera. She began work in October.

Collections during 1983 included 285 reels of government vital statistics, numerous genealogies, and township records filmed by courtesy of the Genealogical Society of Utah, 6 reels of Colchester County church records filmed by the Colchester County Museum, and seventeen reels of Cape Breton church records held by the Beaton Institute of the College of Cape Breton. Other collections included ten reels of St. James United Church records, Dartmouth; seven reels of Central United Church records, Lunenburg; six reels of Richmond County court records; and five reels of Truro town council minutes. The Archives also received the Ward Chipman Papers through the courtesy of the Public Archives of Canada's diffusion program. This microfilm is of immense value to researchers of the Loyalist period.

Miscellaneous

During the leave taken by Mrs. Aronson, Mr. Philip Hartling has been in charge of the staff on the second floor. In 1983, 4,797 index cards were typed by the Microfilm Archivist for insertion in the Biography, Genealogy, Communities, Halifax and Miscellaneous kardex cabinets. Also 116 letters pertaining to either the microfilm collection or genealogical inquiries were answered.

MAPS AND PLANS (Garry Shutlak)

Major Acquisitions

1. Engineering and Works Department, City of Halifax. Twenty-four (24) wooden map cases filled with maps, surveys, profiles and architectural drawings relative to proposed and actual changes in the City of Halifax.

2. Goad Fire Insurance Plan of the City of Halifax, 1914. This is in nearly mint condition and was transferred from the Halifax Relief Commission material.

3. Goad Fire Insurance Plan, Town of Lunenburg, November 1884, revised to October 1888. This plan is in mint condition and the earliest original Fire Insurance Plan in our collection.

4. School of Architecture, Technical University of Nova Scotia. Examples of Students' Work in the Classes of Professor F. Eppell and Professor G. Wantzell. This will be an ongoing program.

Displays

A display on "Plans and Drawings of the 18th and 19th centuries" in our map collection was arranged for the annual meeting of the Nova Scotia Association of Architects. We supplied nine architectural drawings for the national travelling exhibition "Lost Craft of Ornamented Architecture — Canadian Architectural Drawings 1850-1930" which opened on March 10th at the Art Gallery of Dalhousie University. Mr. Shutlak provided historical data on architects and buildings for the catalogue.

Principal Finding Aids

The year was spent in the addition, alteration and updating of existing finding aids.

Public Service Statistics

The statistics for the period January 1st-November 30th, 1983 are as follows: 904 researchers using 6,544 maps and plans. During the year the map archivist received and answered 505 telephone inquiries relating to maps and plans and wrote and received 119 letters.

Additional Notes

Taking advantage of the Winter and Summer Works Program we secured the services of Chitra Paranjape for ten weeks and Stephen Murray for eight weeks. These programs have been

most useful in the cataloguing of our collections; however, there is the basic problem of training a new person each time we are lucky enough to have a proposal accepted.

There is a real need for a full time clerk, similar to positions created several years ago on the library and manuscript floors. Without the student employment programs, it would have been impossible to make available to the public the map and architectural plans in our charge.

The Heritage Advisory Committee of the City of Halifax held a meeting in the Fergusson Board Room on December 6th, with a slide presentation about the Prince and Hollis Buildings to be developed as Founders Square. Among those attending were Mayor Ronald Wallace and Alderman Nicholas Meagher. The Map/Architectural Archivist gave a tour showing the resources available for architectural research.

PHOTOGRAPHS AND PICTURES (Margaret Campbell)

Acquisitions

	1983	1982
Photographs	c.5,000	c.1,650
Tintypes	28	10
Ambrotypes	4	—
Postcards	c.1,800	30
Watercolours	5	26
Lithographs	1	—
Engravings	21	—
Silkscreens	6	—
Oil Paintings	—	6

Principal acquisitions included

Nova Scotia Department of Education

About 1,500 original negatives of rural and small town elementary schools throughout Nova Scotia photographed between 1953 and 1963, many of which have since been closed.

Frank S. McNutt

Approximately 1,300 postcards received or collected by Frank McNutt of Truro, dating from about 1905 to 1925, including about 500 of Nova Scotia, New Brunswick and the rest of Canada, as well as scenes of the United States, Europe, World War I and humorous, novelty, advertising and greeting postcards. Family photographs dating from c.1890 to c.1925, including several of Truro photographers, and snapshots of family and friends taken by Frank McNutt, 1914-16, 1919-22.

Mary and Frank Hart

Four albums of postcards and photographs on postcards dating from about 1900 to 1920, which belonged to Mary Hart of Port Hastings, Cape Breton and her cousin Francis Hart of Baddeck, C.B. The collection includes postcards of Nova Scotia, especially Cape Breton, and greeting cards and postcards.

Michael Coolen family

Among the collection are several photographs of conventions of the International Longshoremen's Association and the Trades and Labour Congress of Canada which Michael Coolen attended between 1913 and 1927. The photographs were accompanied by badges, pins and ribbons of the Halifax Longshoremen's Association, Trades and Labour Congress of Canada and Ancient Order of Hibernians and the sash worn by Michael Coolen as Treasurer of the Halifax Longshoremen's Association.

About 180 photographs were borrowed for copying, the majority being glass negatives from which contact prints were made. Having copy work done by a professional photographer rather than in-house severely limits the number of photographs which the Archives can afford to borrow for copying. An in-house photo lab is also needed to print our large holdings of original negatives to make them available to the public, to duplicate our collection of nitrate negatives for conservation and safety reasons and to copy our fragile original prints to ensure their preservation. If a full-time photo lab is not presently financially feasible, consideration should be given to a lab with second-hand equipment and a part-time photographer.

Principal Finding Aids Prepared

Considerable progress has been made with the new cataloguing system referred to in last year's report. The system uses photocopies with the cataloguing information on the front and the image on the back. The photocopies are filed in binders by subject giving ready access to each photo from the point of view of a number of different subjects. The use of photocopies for reference purposes will reduce wear and tear on the originals.

During the past year about 1,000 photographs were identified and catalogued by employees of the winter and summer Provincial Employment Programs. Only about half of these have been typed and photocopies placed in binders; for budget reasons it was decided not to replace a stenographer who resigned, and there has consequently been serious pressure on typing services. The clerk-typist shared by the Photograph and Map Archivist now spends a significant part of her time typing for other staff members and therefore cannot do full justice to her duties in the Photo and Map departments; these consist of typing, filing, assisting the public and arranging for items to be copied by a professional photographer. Mrs. Margaret Archibald is cataloguing for us one afternoon a week as a volunteer.

The quality of employees hired under the Provincial Employment Program in recent years has been high and the program has proved to be very worthwhile. However, considerable time and effort is put into training temporary employees who leave just as they become skilled. Given this limitation and current full-time staffing levels (one archivist and the shared clerk-typist) it will be a number of years before the new visual catalogue replaces the non-visual, often vague and inaccurate, outdated card catalogue still in use.

Public Service Statistics

Approximately 19,650 photographs and pictures were used by 552 researchers from 1 January to 30 November. About 100 written and about 225 phone inquiries were dealt with and approximately 200 orders for reproductions of photographs were processed. The Photograph Archivist replied in French to a few letters on non-photograph subjects addressed to the Archives in French.

CARE OF PICTURE COLLECTION

Care of Collections — Photographs and Fine Art, a seminar organized by the Federation of Nova Scotian Heritage, April 29 and 30, which provided an introduction to the physical care and preservation of photographs and fine art.

Preservation of Black and White Photographic Images, Rochester Institute of Technology, Rochester, New York, August 29-September 2, attended by photo curators and institutional photographers from Ontario, Quebec and throughout the United States. Topics included the chemistry and identification of nineteenth and twentieth century black and white photographic processes, the causes of deterioration of photographs and ways to preserve them, with emphasis on storage enclosures and conditions, and the duplication of historical black and white negatives. Part of the funds for Ms. Campbell to attend were donated by Dr. J. Murray Beck of Lunenburg, Nova Scotia.

FILM AND SOUND (Patricia Kipping, JoAnn Watson)

Acquisitions	**1983**	**1982**
Discs	533	24
Videotapes	203	2
Audio Tapes	828	867
Film	300	17
Printed Documents	137	55

Principal Acquisitions

Margaret Perry Collection (N.S. Government Services Collection)

This collection has been received from the Film Unit of the Information Division of the Nova Scotia Department of Government Services. It consists of 260 prints, made or acquired by the Film Unit during the 1940's, 1950's and 1960's, when Margaret Perry was the province's chief filmmaker. It is probably the most important collection of film about the province and requires extensive preservation and conservation if it is to survive as a record of the province and the work of Ms. Perry.

Video Theatre Collection

Approximately 150 hours of videotape produced in the 1970's by local community groups has been deposited. Equipment to play the 1/2 inch, open reel format AVC tape has been acquired through Government Services Surplus Warehouse.

Atlantic Filmmaker's Co-operative Collection

The Film Co-op has been the major breeding ground for Nova Scotia independent and experimental filmmakers since 1973. The collection consists of 25 cans of audio and film material and most importantly, 6 cubic feet of correspondence, financial and production-related files from 1973-1979.

Cape Breton's Magazine Collection

Approximately 160 hours of oral history interviews with Cape Bretoners about all facets of their early and contemporary lives. The original tapes have been copied by us on to the more durable 1/4 inch open reel format for long term preservation.

Barbara Keddy — Devine Collection

26 hours of oral history interview complete with transcripts for a project entitled "Social History of Nursing in Nova Scotia in the 1920's and 1930's."

Atlantic Folk Festival Collection

Approximately 100 hours of tape from the province's largest folk festival including stage performances, radio commercials and radio programmes from 1977-80.

Records of the House of Assembly

519 Vinyl disc recordings of various sessions of the Nova Scotia Legislature circa 1957.

Nova Scotia Task Force on the Film and Video Industry

The Nova Scotia Archives has been invited to submit a brief to the Nova Scotia Task Force on the Film and Video Industry.

Public Screenings

In November, a series of three public events were prepared and presented by the department (See Appendix for Programes). The evenings were well-attended and served to better acquaint the general public with the types of film, broadcast and audio documents available for research.

Film and Sound Survey

The department is in the process of conducting an extensive survey of all museum, heritage, broadcast, filmmaking and music societies, businesses, and individuals. The purpose is to inform them of the existence of the Film and Sound Department and our facilities and to discover what historic film and sound material survives in the province. The survey is seen as a preliminary step to developing valuable deposits and an inventory of audio-visual collections in the province.

The Survey was made possible by the employment through the Co-operative Education Program at Mount Saint Vincent University, of Valerie Eddy, a Public Relations student. At this writing, the results of the survey have yet to be compiled.

Access, Conservation and Preservation

The radio discs from the CHNS Radio Collection have all been transferred to 1/4 inch open-reel audio tape. Content reports have been prepared for every program in the collection. Cape Breton's Magazine Collection has been transferred to 1/4 inch open-reel audio tape. A finding aid has been prepared for the Christina Simmons Collection.

Statistics

Requests received and filled	177
Requests unable to fulfill	29
Copies of material made	7
Equipment supplied for events in A/V Room	39

Film Archivists' Comments

The work of the Film and Sound Department is being seriously

hindered by lack of staff. As the total number of items increases, so too does the amount of time required to catalogue, preserve and make this material accessible to researchers.

As the researchers' demand for and interest in the material increases, so too does the demand on the Archivist's and assistant's time increase. It is not possible, as with a printed document, to hand a researcher the item and let him/her proceed with research on his/her own. In most cases, it is essential that a staff person be present to operate the viewing equipment including stopping and starting it to facilitate note-taking by the researcher.

It is impossible for this department to adequately discover and preserve Nova Scotia's Film and Sound heritage (i.e., building and collection) and serve the researchers who are anxious to use it, without a corresponding increase in staff.

SCHOOL RECORDS (Barry Cahill)

Barry Cahill assumed responsibility for organizing school records and answering school record inquiries on 31 January 1983.

During the year, 302 inquiries have been answered; and the following school registers have been received:

Annapolis County. Annapolis Royal, 1956-1975; Clarence Centre, 1915-1950; Clementsvale (Annapolis Royal), 1953-1960; Hillsburn, 1952-1957; Spa Springs, 1911-1919.

Colchester County. Brookfield Memorial, 1973-1981; Cobequid Education Centre, 1969-1978; Colchester Regional Vocational, 1969-1981; Debert, 1972-1983; Middle Stewiacke, 1961-1982; Valley, 1930-1976.

Cumberland County. Appleton, 1910-1959; Brookdale Elementary, 1973-1983; Collingwood, 1950-1982; Head of Wallace Bay 1903-1958; Leamington, 1936-1982; Lower Cove, 1912-1970; Malagash Mines, 1961-1982; Nappan, 1962-1980; Northport, 1973-1982; Oxford, 1961-1968; River Hebert, 1951-1982; South Pugwash, 1916-1982; Springhill, 1975-1982; Springhill Junction, 1905-1980; Wallace, 1885-1981; Warren Consolidated (Sir

Charles Tupper), 1962-1981; Wentworth, 1959-1981; Wentworth Valley, 1939-1959; West Wentworth, 1920-1959; Williamsdale, 1963-1966.

Guysborough County. Caledonia, 1912-1974; Cameron Settlement, 1936-1959; Canso, 1944-1955; 1970-1982; Ecum Secum, 1932-1963; Fishermans Harbour, 1925-1960; Fleet Settlement, 1948-1952; Glenelg, 1928-1965; Goldenville, 1900-1961; Harpellville, 1929-1961; Indian Harbour Lake, 1911-1962; Liscombe, 1890-1964; Liscombe Mills, 1939-1959; Lower Caledonia, 1921-1957; Lower Liscombe, 1951-1962; Marie Joseph, 1933-1962; Melrose, 1955-1961; Mulgrave Memorial, 1972-1983; New Town, 1948-1964; Port Bickerton, 1933-1980; Port Hilford, 1894-1961; Riverview Consolidated, 1980-1983; St. Mary's Rural High, 1953-1982; St. Mary's River, 1907-1947; St. Peter's, 1930-1983, Sherbrooke, 1894-1982; Smithfield, 1923-1956; Sonora, 1905-1962; Stillwater, 1902-1962.

Halifax County. Atlantic View Drive, 1971-1979; Dartmouth Senior High, 1977-1982; Glen Haven (Victoria School), 1970-1980; Halifax Regional Vocational, 1951-1982; Head Harbour (Lower Tantallon), 1969-1980; Seabright (Albert School), 1961-1980; Sir John A. Macdonald High, 1968-1970, 1971-1972, 1975-1983; Upper Tantallon, 1970-1980.

Hants County. Walton, 1963-1982.

Lunenburg County. Chester (Bonny Lea Farm), 1973-1982; Indian Path, 1906-1923; New Cumberland, 1920-1961.

Pictou County. Abercrombie, 1900-1974; Trenton, 1914-1982.

Queens County. Mill Village, 1946-1976.

Richmond County. Acadiaville, 1881-1970; Arichat, 1925-1982; D'Escousse, 1946-1960; Evanston & Walkerville, 1953-1961; Framboise, 1961-1982; Grand River, 1939-1982; Janvrins Harbour, 1938-1978; Johnstown, 1939-1982; Lakeside, 1965-1983; L'Ardoise, 1962-1982; Louisdale, 1899-1982; Martinique, 1910-1960; North Isle Madame Consolidated, 1960-1983; Oban, 1936-1955; Poulamon, 1938-1960; Petit de Grat, 1904-1980; Poirierville, 1934-1960; Pondville, 1911-1927; River Bourgeois, 1954-1983; Rocky Bay, 1932-1960; South Mountain, 1961-1982;

Walter Fougere, 1982-1983.

Shelburne County. Lockeport, 1961-1970; Lockeport Regional High, 1961-1974.

Records of the Joint Medical Archives of Nova Scotia

Over 75 metres of records belonging to the Joint Committee on Medical Archives are housed on the fourth floor of the Public Archives of Nova Scotia. The material is organized and a finding aid with a 700 topic index prepared and in the process of being typed. As Ms. Valda Svede's contract ended in March 1983, Sandra Haycock is looking after requests from researchers wishing to consult the files. The Provincial Archivist continues as a member of the committee.

MISCELLANEOUS

Akins and Murdoch Plaques

The plaques which had been installed by the Historic Sites and Monuments Board in the old Provincial Archives Building in honour of Thomas Akins, first Archivist of Nova Scotia, and Beamish Murdoch, lawyer and historian, were placed on the wall in the entrance of the new building by the Department of Government Services. We wish to thank Mr. D.J. Power, Deputy Minister of Government Services, and Mr. M.T. Zareski, Executive Director Construction and Accommodation Division, and Mr. K.J. Haycock, manager of Inventory Control, who found us a videotape playback for AVC tape and other surplus equipment.

Assistance to the Museum Studies Course at Mount Saint Vincent University

As in 1982, students of the Museum Studies Course spent four afternoons in the Archives undergoing instruction in manuscripts, photographs, and film and sound.

ASSOCIATION OF CANADIAN ARCHIVISTS AND DOMINION, PROVINCIAL AND TERRITORIAL ARCHIVISTS

The Provincial Archivist attended the Association of Canadian Archivists at Vancouver on the campus of the University of

British Columbia on June 1-4th. The theme of the conference was "Archives and the Law". Dr. Blakeley visited the City of Vancouver Archives and the Provincial Archives of British Columbia.

Dr. Blakeley was one of the twelve archivists who was invited to the DPT meeting on June 6th in the Hemlock Room of the Legislative Buildings in Victoria. These meetings are valuable for discussions of common archival concerns, problems and solutions. The Public Archives of Canada is doing excellent work in experimenting with different computer systems for the various divisions, and in time the provincial archives may be able to adopt one of these systems and be "on-line" to the Public Archives of Canada.

COAT OF ARMS

The Royal Nova Scotia Historical Society has placed their new coat of arms registered by the Lord Lyon King of Arms of Scotland in the Public Archives of Nova Scotia. A copy of the arms of the town of Pictou was donated by Captain R. Mingo Sweeney of Pictou, who assisted in the design.

COUNCIL OF NOVA SCOTIA ARCHIVES

The first general meeting was held in the Akins Room on April 29-30th with a small group present from various archives in the province to adopt a constitution and to discuss our common interests and problems and to work out plans for an "archival network". Mr. Allan Dunlop, who was elected as secretary-treasurer, discussed "Accreditation and Public Awareness."

The Appelbaum-Hebert Report proposes the creation of a National Archival Records Commission funded by a Canadian Heritage Council to provide grants for capital projects, archival training programs, publications and co-ordination for the archival community. Such a National Archival Records Commission will need advice from the Council of Nova Scotia Archives.

EXHIBITS (Darlene Brine)

Displays arranged in the foyer and on the manuscript floor were the Halifax Explosion of 1917, Junior Red Cross, Grace Maternity Hospital, Costume Society of Nova Scotia, Silver Cross Women,

Academy of Music, Kenneth Leslie, and Captain Samuel T. Kempton. Some of these were to draw attention to a new collection; others mark special events such as the 85th anniversary of the Victorian Order of Nurses. A Royal Exhibition (arranged by Allan Dunlop) from our collection was on display at the Hotel Nova Scotian during the visit of TRH the Prince and Princess of Wales in June. After our Loyalist Bicentennial Exhibit, "Unshaken Attachment", was dismantled, it was replaced by the travelling Parks Canada display, "The Loyalists", in the foyer for November.

Ms. Brine and Mr. James Paul, a volunteer, are preparing an exibition for March on silver and coins. Mrs. Edith Cameron of Mahone Bay donated a five-piece silver tea and coffee service in French rococco style which belonged to her great-grandfather, the Hon. Edward Mortimer Archibald, a member of the prominent Nova Scotian family, who served as attorney-general of Newfoundland and as consul-general at New York for many years.

SEMINARS, LECTURES, MEETINGS AND TOURS

A fortunate example of co-operation was the "Colloquium of Historical Research" sponsored by the Royal Nova Scotia Historical Society and the Federation of Nova Scotian Heritage on November 18th and 19th and held in our Akins Room, which was attended by about sixty from as far away as Yarmouth, Port Hastings, Sydney and Prince Edward Island. This was an overview of research dealing with 18th, 19th and 20th century Nova Scotia, the future of Atlantic Canada Studies and the problems of publication. Mr. Allan Dunlop and Dr. Brian Cuthbertson were panel speakers. The Federation used the Akins Room on October 22nd for a seminar on "Observing and Preserving Memorial Art in Nova Scotia Graveyards".

Instead of Open House, it was decided to feature the Audio-Visual Department with a series of Wednesday evening presentations to make the public more aware of our collections. Ms. Kipping arranged "An Evening of 1960's Television from CBHT", "Early Radio Broadcasts in Nova Scotia" and "Selections from the Work of Dr. Helen Creighton", who reminisced after the various selections. Publicity was handled by Valerie Eddy, a Mount St. Vincent public relations student, who was spending a term with us for her work experience.

A number of historical, heritage and architectural groups continue to meet regularly in the Akins Room while others come for special occasions or seminars. School, university and club tours gather there for an introductory slide show.

PAPERS, PUBLICATIONS AND ACTIVITIES

Dr. Phyllis Blakeley attended some of the events of opening week of the Black Cultural Centre for Nova Scotia, and has promised our assistance when the Centre has an archives division. She is a Vice-President of the Royal Nova Scotia Historical Society and in April accompanied the Society to a joint meeting with the Queens County Historical Society at Liverpool. As a past Cultural Life Award Winner, the Provincial Archivist was a guest of honour of the Cultural Federations of Nova Scotia at a buffet luncheon March 12th in the McInnes Room at Dalhousie University; this event was part of the 1983 Nova Scotia Cultural Policy Conference co-sponsored by CFNS and the Nova Scotia Department of Culture. Two members of our staff, Allan Dunlop and Brian Cuthbertson, were delegates to the conference. The Public Archives co-operated in a brief by the Federation of Nova Scotian Heritage.

Dr. Blakeley contributed a chapter on "Military Loyalist Settlements in Nova Scotia and Prince Edward Island" to the illustrated catalogue to accompany "The Loyal Americans", an exhibit organized by the Canadian War Museum. This was officially opened in Ottawa on June 16th and at Lexington, Massachusetts on October 5th. She also wrote a chapter on "Nathan Pushee: A Revolutionary Soldier" for *Loyalists in Nova Scotia — Biographies of Loyalist Settlers*, sponsored by the Nova Scotia Branch of the Canadian Authors' Association as a contribution to the Loyalists' Bicentennial, and an article on Charles Baker of Amherst (1740–1835) for Volume VI of the *Dictionary of Canadian Biography*. Dr. Blakeley is a consultant on the history of the Maritime Provinces for the *New Canadian Encyclopaedia* published by the University of Alberta.

During Heritage Week in February Dr. Blakeley gave a talk on "Military Loyalist Settlements in Nova Scotia" to a joint meeting of the Annapolis Royal Historical Association and the Historic Restoration Society. She was interviewed on CBC radio on August 30th about the "Halifax Symphony" and spoke to the

Zonta Club of Halifax about her heritage resources in the new Archives building. The Provincial Archivist attended the Keddy Family Reunion at Acadia University and accepted several family genealogies for the library.

Darlene Brine has joined the Atantic Regional Conservators group.

The Photograph Archivist, Margaret Campbell, spoke on October 29th to the Shelburne Historical Society on the care and cataloguing of photographs in connection with the judging of photographs which the members took to record the Bicentennial Loyalist celebrations at Shelburne. The talk included examples and explanations of nineteenth and twentieth century photograph processes, advice on their care and storage with emphasis on what can be done on a limited budget and suggestions for cataloguing the Society's photograph collection.

She wrote a review of "Mining Photographs and Other Pictures 1948–1968: A Selection from the Negative Archives of Shedden Studio, Glace Bay, Cape Breton", a book of photographs by Leslie Shedden published by the Press of the Nova Scotia College of Art and Design, 1983, to be published in the *Nova Scotia Historical Review*, Spring 1984.

Dr. Brian Cuthbertson gave addresses to the Heritage Trust of Nova Scotia at their annual dinner; the Annapolis Royal Historical Society; the Halifax/Dartmouth Loyalist Association; the Heritage Trust of Nova Scotia (November 1983 meeting); and the quarterly meeting of the Charitable Irish Society of Halifax. He presented two papers: at the Atlantic Canada Institute Loyalist Conference held at King's College, July 1983, and at the Sixteenth Annual Conference of the Canadian Association of Irish Studies, March 1983 (paper to be published in the Proceedings of the Conference). Dr. Cuthbertson's book *The Loyalist Governor: Biography of Sir John Wentworth* was published by Petheric Press. He was editor of *The Loyalist Guide: Nova Scotian Loyalists and Their Documents* (Public Archives of Nova Scotia, 1983) and wrote "The Loyalist Ascendancy in Nova Scotia", for the *Loyalist Gazette*, Vol. XXI, No. 1, Spring 1983.

Dr. Cuthbertson was appointed to the Publications Committee of the Association of Canadian Archivists, served as Archives

representative on the Dalhousie Law School Centenary Exhibition Committee and was a judge at the International Town Crier's Competition held in Halifax, September 17th. He was a chairman and panelist for the Federation of Nova Scotian Heritage/Royal Nova Scotia Historical Society "Colloquium of Historical Research", November 18-19th, held in the Akins Room of the Public Archives of Nova Scotia.

Allan Dunlop gave a paper concerning the Nova Scotia archival community to a "Colloquium on Historical Research" sponsored jointly by the Federation of Nova Scotian Heritage and the Royal Nova Scotia Historical Society. He also carried out a survey of archival facilities throughout the province and presented the results of the survey on behalf of the Council of Nova Scotia Archives of the 1983 Cultural Policy Conference. He also served on a committee which reviewed the holdings of and made recommendations upon the archival collection of the Queens County Historical Society. He attended the annual conference of the Association of Atlantic Historians in Charlottetown and an Industrial Heritage Conference in Amherst.

The assistant archivist spoke on two occasions to the Tatamagouche archival committee; lectured on settlement patterns in Nova Scotia to the Elderhostel Program at Dalhousie University and repeated the lecture for the wives of "The Little Orthopaedic Society", a continent-wide association which held its annual meeting in Halifax in 1983. Mr. Dunlop also spoke to a history class at St. Francis Xavier University on Nova Scotian provincial elections. He is on the executive of the Royal Nova Scotia Historical Society and a member of the committee on "Newspaper Collection, Preservation and Conservation in Nova Scotia", and is secretary treasurer of the Council of Nova Scotia Archives.

Mr. Dunlop toured the facilities of the Maritime Resource Management Service and represented the archives at a Loyalist Pageant at Annapolis Royal and at the opening of the Dalhousie Law School Centennial Exhibition.

His article "Papers, Pleas and Petitions: The Interactions of the Individual and Community," appeared in *Beyond the Family Tree*, and biographies on James Brenton and John Burbidge were published in Volume V of the *Dictionary of Canadian Biography*.

Wendy Duff attended conferences of the Atlantic Provinces Library Association, the Canadian Association of Information Sciences, both held in Halifax, and the American Library Association, in California.

During the year, Philip Hartling served as a board member of Heritage Trust of Nova Scotia and as a member of the Anglican Diocesan Archival Committee. He represented the Dartmouth Museum Society at the Federation of Nova Scotian Heritage's annual meeting held in Halifax and the Archives at the Federation's annual autumn conference held at Annapolis Royal in October. Mr. Hartling attended the "Information Kaleidoscope" conference of the Canadian Micrographic Society which was held in Halifax.

Sandra Haycock attended "Historic Restoration", the annual fall conference of Federation of Nova Scotian Heritage at Annapolis Royal in October.

The Public Archives of Nova Scotia again received a gold award from the United Way under the chairmanship of Mrs. Terri Hayward, my secretary. Mrs. Hayward looks after the bookings for the Akins Room and for school tours.

This year's conference of the Association for the Study of Canadian Radio and Television (ASCRT) was held at the Learned Societies Meetings in Vancouver. Patricia Kipping presented a paper in a panel entitled "The Role of Provincial and Small Archives in the Preservation of Regional Broadcasting". The paper was published in the ASCRT Bulletin No. 19. In her capacity as chairwoman of ASCRT Atlantic and Atlantic Regional Executive Liaison, the Film and Sound Archivist attended executive meetings in Toronto and Vancouver. Ms. Kipping maintains her long-standing membership in the Atlantic Filmmakers' Co-operative and contributes to its newsletter. She was one of three "Non-NFB" appointments made for a one-year term to this committee. The committee is a planning and advisory body to the NFB Atlantic Production Studio regarding its immediate and long-term production commitments.

In March Julie Morris attended the Irish seminar at St. Mary's University in Halifax on March 16–18th. There was a series of talks concerning Irish History prior to the famine, Irish

immigration to Atlantic Canada and settlement in this area. At the end of May Miss Morris went to the annual conference of the Association of Canadian Archivists in Vancouver.

Garry Shutlak gave a talk to Professor J. Eppell's architectural students at the Technical University of Nova Scotia on "How to use Archives relative to Historic Restoration"; on "Introduction to the Map Collection" to the Association of Professional Engineers of Nova Scotia and the Federation of Nova Scotian Heritage; and to Rockingstone Heights School on "The Maiden Voyage of the *Titanic*". The Map/Architecture Archivist was present at the lecture on "Canadian Architectural Archives" by Annalise Walker from the University of Calgary Library and a symposium on Architecture at the Dalhousie Arts Centre on March 18-19th. He was invited to the Awards Reception sponsored by the Nova Scotia Association of Architects for the Student Heritage Design competition on "Infill Building in Heritage Streetscape and Infill Housing on Residential Streetscape". Mr. Shutlak attended the annual meetings of the Association of Canadian Archivists, the Canadian Map Libraries, the Society for the Study of Architecture in Canada, and the founding meeting of the Council of Nova Scotia Archives, as well as the unveiling of a plaque at the grave of William MacKay, surveyor, at Camp Hill Cemetery by the Canadian Institute of Surveying on July 8th.

Wendy L. Thorpe attended sessions of the Annual Conference of the Union of Nova Scotia Municipalities held at the Hotel Nova Scotian, Halifax on September 15th and 16th and a workshop entitled "Indexing and Retrieval Systems for Archival Collections" given by David Bearman of the Smithsonian Institute, Washington, D.C. This was held at Dalhousie University on October 15th. Ms. Thorpe wrote a book review on Laurie C.C. Stanley's *'The Well-Watered Garden': the Presbyterian Church in Cape Breton, 1798-1960* for the Volume 3, No. 2, 1983 issue of the *Nova Scotia Historical Review*.

During the year 1983 the newspaper librarian, Mary Margaret Whyte, audited "Advances in Information Handling", at the Dalhousie University School of Library Service, and attended by invitation a meeting concerning STI (Scientific and Technical Information) sponsored by ABSTI (Advisory Board on Scientific and Technical Information) held at the Technical University of Nova Scotia, May 20th, which was the first meeting in Eastern Canada.

She attended the Atlantic Provinces Library Association, May 26-29th, held at Dalhousie University, participating in workshops on Computers and Conservation of Library materials, and the annual meeting of the Indexing and Abstracting Society of Canada held in the Killam Library, Dalhousie University, on May 25th. Ms. Whyte represented the Archives at the workshop sponsored by the Federation of Nova Scotian Heritage Societies entitled 'The Decision to Publish', October 1st at the Maritime Museum of the Atlantic, and attended a workshop on Archives and Computers held at Dalhousie University School of Library Service on October 15th. She is chairperson of the ad hoc committee on "Newspaper Collection, Preservation and Conservation in Nova Scotia", which conducted a survey of provincial institutions and organizations both public and private on holdings of current provincial newspapers, and is in the process of preparing a provincial plan for the collection, bibliographic control and preservation of Nova Scotian newspapers, current and retrospective.

Mary Ellen Wright represented the Public Archives at the Atlantic Canada Studies Conference at Saint John in May, and the Atlantic History Workshop on September 29-30th at Caraquet. Ms. Wright read her paper "Of a Licentious and Rebellious disposition: the Cobequid Townships and the American Revolution" at the October meeting of the Royal Nova Scotia Historical Society and repeated it for the Colchester Historical Society and for several sessions of Elderhostel '83. She presented a paper on "The Desperate Alternative: Infanticide in nineteenth century Halifax" in March at the George E. Wilson History Society of Dalhousie University.

PUBLIC SERVICE STATISTICS

January to December, 1983		**1983**	**1982**
Researchers (Library)	Day	3,439	3,525
	Evening	2,561	2,649
Researchers (Manuscripts)	Day	6,345	7,035
	Evening	4,224	5,418
Researchers (Photographs)	Day	562	743
	Evening	19	35
Researchers (Maps)	Day	863	1,000
	Evening	66	112
Researchers (Newspapers)	Day	3,680	3,065
	Evening	2,332	2,084

Books	Day	8,541	11,245
	Evening	8,866	9,299
Microfilms (Library)	Day	1,708	1,179
	Evening	1,429	753
Manuscripts	Day	7,768	10,152
	Evening	7,813	9,627
Microfilms (Manuscripts)	Day	6,553	7,607
	Evening	6,350	7,996
Photographs	Day	19,377	27,287
	Evening	529	767
Pictures	Day	309	1,574
	Evening	3	41
Maps	Day	5,649	11,027
	Evening	318	804
Architectural Plans	Day	1,304	—
	Evening	378	—
Newspapers (Originals)	Day	995	704
	Evening	429	602
Newspapers (Microfilms)	Day	11,006	10,604
	Evening	8,861	8,861
Film/Sound	Day	206	—
Days Open		249	250
Evenings Open		245	245
Weekends Open		46	48

Total Researchers

	1983	1982
Days	14,879	15,368
Evenings/Weekends	9,202	10,298
	24,081	25,666

Issue of Documents

Record and Manuscript Groups (Originals)	15,581	19,779
Books	17,407	20,544
Photographs/Pictures	20,218	29,669
Maps	7,649	11,831
Microfilms	35,907	37,000
Newspapers (Originals)	1,424	1,306
Film/Sound	342	—

Reproduction		
Photocopy and Microfilm copies	31,058	33,364
Correspondence	7,415	4,013
Registering at desk	30,415	26,542

PUBLIC ARCHIVES OF NOVA SCOTIA 1951-1981

APPENDIX I

Year	Users	User Increase	Budget	Population	Budget as per Capita Expenditure	Salaries as % of Budget	Salaries % of Budget	Prov. Budget	Archives Budget as
1951	1,963		$ 29,000	578,000	$ .05	$ 21,000	72.4%	$ 47m	.06%
1961	3,436	175	$ 50,000	695,000	$ .07	$ 38,000	76%	$102m	.05%
1971	7,360	214	$136,000	789,000	$ .17	$110,000	81%	$472m	.03%
1981	22,709	308	$685,000	860,000	$ .80	$477,000	70%	$2 billion	.03%

THE PUBLIC ARCHIVES OF NOVA SCOTIA

FINANCIAL STATEMENTS

MARCH 31, 1984

AUDITORS' REPORT

To the Board of Trustees of
The Public Archives of Nova Scotia

We have examined the statements of revenue and expense and surplus of The Public Archives of Nova Scotia for the year ended March 31, 1984. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the revenue and expense and surplus of the Archives for the year ended March 31, 1984 in accordance with the accounting principles set out in the notes to the financial statements applied on a basis consistent with that of the preceding year.

Halifax, Canada
August 2, 1984

BARROW, NICOLL & COMPANY
CHARTERED ACCOUNTANTS

THE PUBLIC ARCHIVES OF NOVA SCOTIA
STATEMENT OF SURPLUS
For the year ended March 31, 1984

	1984	1983
Surplus, beginning of the year	$37,229	$18,527
Excess of revenue over expense	2,099	18,702
	$39,328	$37,229
Represented by:		
Cash on hand and at bank	$33,363	$31,065
Due from The Province of Nova Scotia	2,965	6,164
Due from Loyalist Guide	3,000	—
	$39,328	$37,229

Approved on behalf of the Board of Trustees
of The Public Archives of Nova Scotia

Phyllis Blakeley — Provincial Archivist

Marjorie McElmon — Secretary

THE PUBLIC ARCHIVES OF NOVA SCOTIA
STATEMENT OF REVENUE AND EXPENSE
For the year ended March 31, 1984

	1984	1983
Revenue		
Government of Nova Scotia (salaries and benefits)	$628,298	$568,436
Government of Nova Scotia (operating grant)	243,802	251,164
Government of Nova Scotia	4,843	3,594
Government of Canada	6,946	8,000
Shand Estate	—	2,000
United Empire Loyalists	—	4,000
Sales, publications, etc.	31,446	23,029
	915,335	860,223
Expenses		
Equipment	16,462	5,865
Equipment repair and maintenance	8,150	6,924
General office and administration	56,238	53,298
General operating supplies	45,309	42,937
Membership dues, fees and staff training	688	186
Micrographics	—	2,170
Miscellaneous	2,939	3,025
Other services	21,310	22,588
Other utilities	99,323	89,297
Part-time services	1,945	8,509
Professional services	1,240	9,422
Rentals	7,129	7,266
Salaries and benefits	628,298	568,436
Subscriptions, periodicals and books	5,225	6,716
Telecommunications	11,143	10,454
Travel	7,837	4,428
	913,236	841,521
Excess of revenue over expense	$ 2,099	$ 18,702

THE PUBLIC ARCHIVES OF NOVA SCOTIA
NOTES TO THE FINANCIAL STATEMENTS
March 31, 1984

1. Significant Accounting Policies

   The expenses are stated on a cash basis and therefore accrued liabilities for expenses are not recognized in these financial statements.

   Capital expenditures are charged to expense as incurred.

2. These financial statements include only the operating revenue and expenses of The Public Archives of Nova Scotia, and not those of any specific funds administered by The Public Archives of Nova Scotia.